

Carol McVane
Nicole Brown
Jerry LeBlanc
Mary Sue Hernandez
Steve Casey

MINUTES
City of Dickinson
**HARVEY REPAIR GRANT
AWARD COMMITTEE
REGULAR MEETING**

Stacy Stringer
Chad Rankin
Charisse York, Alternate
Marjorie Morgan, Alternate

November 21, 2017

The Harvey Repair Grant Award Committee for the City of Dickinson, County of Galveston, State of Texas, met in a duly called and announced **REGULAR MEETING** on **TUESDAY, NOVEMBER 21, 2017, at 3:00 p.m.** The meeting was held in the City Council Chambers located at 4403 Highway 3, Dickinson, Galveston County, Texas, and was held for the purpose of considering the following items:

ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM

City of Dickinson City Secretary Alun Thomas called the meeting to order at 3:00 p.m., called roll and certified a quorum. Committee Members present were as follows: Mary Sue Hernandez, Steve Casey, Stacy Stringer, Chad Rankin, and Alternate Member Marjorie Morgan.

Dickinson City Attorney David Olson briefed the Committee Members on their responsibilities under the Texas Open Meetings Act and the under the Public Information Act.

ITEM 2.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Election of Officers.

A. Chairperson

Committee Member Hernandez made a motion to elect Chad Rankin as Chairperson of the Harvey Repair Grant Award Committee, and Committee Member Rankin seconded the motion. There being no discussion, City Secretary Alun Thomas called for the vote.

VOTE:

5 AYES (Casey, Hernandez, Morgan, Rankin, Stringer)

0 NAYS

MOTION PASSED

B. Secretary

Committee Member Casey made a motion to elect Stacy Stringer as Secretary of the Harvey Repair Grant Award Committee, and Committee Member Hernandez seconded the motion. There being no discussion, Chairperson Rankin called for the vote.

VOTE:

5 AYES (Casey, Hernandez, Morgan, Rankin, Stringer)

0 NAYS

MOTION PASSED

ITEM 3.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Harvey Repair Grant Process.

Dickinson City Attorney Derra Mattina explained the application ranking system to the Committee. She noted that the ranking is based upon two criteria – the applicant's need and the benefit that awarding a grant to the applicant would have for the city as a whole. Ms. Mattina also noted that since not all committee members were present at the meeting, Alternate Member Morgan will be participating in the Committee for this meeting.

ITEM 4.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Harvey Repair Grant Applications Received and Approval of Grant Awards.

Dickinson City Attorney Derra Mattina and Dickinson City Secretary Alun Thomas briefed the Committee on the application packets. Ms. Mattina and Mr. Thomas explained that City of Dickinson staff have bundled the applications into packets of 50, in the order in which the applications were received. Each Committee Member is now charged with ranking the applications within each packet, with the most deserving application being ranked "50", and each subsequent application receiving the next integer in descending order.

During the review, the following discussions took place:

- Committee Member Stringer asked about the final question on the grant application, which is asked in different ways on different applications. City Secretary Alun Thomas informed the committee that there are two versions of the form; the original form asked the question in the negative, which proved confusing for the early applicants, so the form was changed to ask the question more clearly.
- Committee Member Casey asked why rental houses were included in the residential packets and not within the business packets. Dickinson City Attorney Derra Mattina advised the Committee that the decision was made because people live in the houses, and that each Committee Member can determine whether that affects their ranking of the applications.
- At 4:04 p.m., Chairperson Rankin announced the time, and encouraged the Committee Members to begin ranking Packet 1 applications if they had not already.
- It was found that two applications, numbers 12 and 19, from Packet 2 had not been correctly redacted.

Committee Member Stringer made a motion to remove Application 12 from Packet 2 from consideration during this meeting, and for the Application to be properly redacted and presented to the Committee at a future meeting for consideration. Committee Member Casey seconded the motion. There being no discussion, Chairperson Rankin called for the vote.

VOTE:

5 AYES (Casey, Hernandez, Morgan, Rankin, Stringer)

0 NAYS

MOTION PASSED

Committee Member Morgan made a motion to remove Application 19 from Packet 2 from consideration during this meeting, and for the Application to be properly redacted and presented to the Committee at a future meeting for consideration. Committee Member Stringer seconded the motion. There being no discussion, Chairperson Rankin called for the vote.

VOTE:

5 AYES (Casey, Hernandez, Morgan, Rankin, Stringer)

0 NAYS

MOTION PASSED

At 4:58 p.m., City Attorney Derra Mattina informed the Committee that she had to leave the meeting so as to be on time for her next meeting. She gave the Committee her availability for the coming week, so that it could be considered during Item 5.

ITEM 5.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Next Committee Meeting Date.

The Committee discussed its attending members' availability to meet on Monday, November 27, 2017 at 3:00 p.m., and also on Tuesday, November 28, 2017 at 3:00 p.m. A quorum was able to be present on Monday, and City Secretary Alun Thomas will contact the absent members to inform them of the meeting and to determine if a quorum of members could be present on Tuesday so that a meeting could also be held then.

ITEM 6.) ADJOURN

Committee Member Morgan made a motion to adjourn the meeting at 5:06 p.m., and Committee Member Casey seconded the motion. There being no discussion, Chairperson Rankin called for the vote.

VOTE:

5 AYES (Casey, Hernandez, Morgan, Rankin, Stringer)

0 NAYS

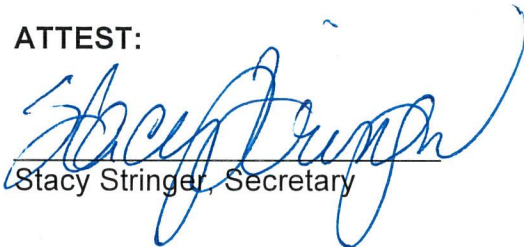
MOTION PASSED

PASSED, APPROVED AND ADOPTED this the 27th day of November, 2017.



Chad E. Rankin, Chairperson

ATTEST:



Stacy Stringer, Secretary